

Master Plan Committee Minutes  
February 25, 2014  
Facilities Management Center, South Conference Room  
(3:00 pm – 3:53 pm)

**Members Present:**

Scott Weiser, Committee Chair	William Dikis
Matt Anderson	Elizabeth Isaacson

**Members Absent:**

None

**Department of Administrative Services (DAS) Staff Present for All or Portions of the Meeting:**

Tim Ryburn, DAS/GSE	Jennifer Moehlmann, DAS/GSE
Emily Narayan, DAS/GSE	

**Others Present for All or Portions of the Meeting**

Gerald Schnepf, Keep Iowa Beautiful

**Call to Order and Introductions**

The meeting was called to order at 3:00 p.m. by Committee Chair Scott Weiser, followed by roll call and introductions.

**Hometown Pride Program Overview**

Gerald Schnepf gave an overview of the Hometown Pride Program that Keep Iowa Beautiful is hoping to bring to the neighborhoods surrounding the Capitol Complex. The Program's objectives are "to further the economic and cultural vitality of the neighborhoods surrounding the State Capitol by supporting, facilitating, implementing and furthering neighborhood plans in a coordinated and partnership strategy." The targeted neighborhoods are Capitol Park, Martin Luther King Jr. Park, Capitol East, and the Historic East Village. Each neighborhood association is considering participation, so the program is in the early stages of organization. No financial assistance is requested from DAS or the Capitol Planning Commission. Keep Iowa Beautiful would like the Capitol Planning Commission to designate an individual to serve on the Steering Committee, share information on the plans for the Capitol area, support efforts that enhance the attractiveness of the area, and provide support letters for obtaining funding for programs/projects.

**MOTION:** Scott Weiser recommended the Capitol Planning Commission select a member to provide assistance and serve in supporting role for the Capitol neighborhood Hometown Pride Program. Liz Isaacson seconded and the motion passed unanimously.

Jennifer Moehlmann will distribute information on the Program to the full Commission and ask Commission members to consider volunteering. A volunteer will be selected at the April Commission meeting.

**Master Plan Update Process**

Bill Dikis said the Master Plan should be thought of as a living document and not left frozen in time in 2010, especially since it makes some assumptions that have changed. Since it is 2014, it would be good to look back to 2011, 2012 and 2013 and recognized what has been accomplished during that time and what changes have occurred. Bill Dikis suggested these accomplishments and changes be captured as one or two formal appendices to the plan. The updates should be completed by the end of 2014.

Bill Dikis suggested adding phrasing to the plan regarding the staging of the development over five decades, something to the effect of “Depending on the timing of any future space needs, the expansion opportunities shown herein represent flexible opportunities for growth. The specific phasing should be considered as highly flexible and decisions should be based upon specific circumstances as they develop.” That could be a preface to the amendment process in the appendix, recognizing that not all of the plan may ever happen. Recommendations for space allocation for employees have been reduced from what was used in the 2010 Master Plan, driven mostly by technology, so that is something that would be recognized in the amendment process as well.

DAS staff will catalog what has already been accomplished and forward any changes that may have arisen to the Committee. Committee members will split up sections and review for any needed changes as follows:

Bill Dikis	Buildings (Page 72)
Bill Dikis	Architectural Design (Page 78)
Liz Isaacson	Concept (Page 24)
Liz Isaacson	Approaches and Gateways (Page 28)
Matt Anderson	Views and Corridors and Streets (Page 30)
Matt Anderson	Access and Circulation (Page 38)
Matt Anderson	Parking (Page 84)
Matt Anderson	Transit (Page 88)
Scott Weiser	Utilities (Page 82)
Scott Weiser	Pedestrian and Bicycle Circulation (Page 92)
Scott Weiser	Sustainable Development Principles (Page 99)
Site Features	Landscape Framework (Page 45)
Site Features	Monuments and Public Art (Page 58)
Site Features	Site Amenities (Page 62)
Site Features	Signs and Visitor Information (Page 64)

### **Adjourn**

**MOTION:** Liz Isaacson made a motion to adjourn, Scott Weiser seconded and the motion passed unanimously.

Meeting adjourned at 3:53 p.m.